

**COMMUNITY DEVELOPMENT SUBCOMMITTEE**  
OF THE ECONOMIC AND COMMUNITY DEVELOPMENT COMMISSION

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STRATFORD TOWN CLERK

MINUTES  
TUESDAY, June 28, 2016



On Tuesday June 28, 2016, the Community Development Subcommittee of the Economic and Community Development Commission (the "Subcommittee") conducted a special meeting in Room 213 at Stratford Town Hall, 2725 Main Street, Stratford, CT, held at 7:25 p.m. in Room 213, Stratford Town Hall, 2725 Main Street, Stratford, CT, pursuant to a notice duly posted.

**1. Call to Order:**

Noting the presence of a quorum, Mr. Santi, Chairman of the Subcommittee, called the meeting to order at 7:25 p.m.

**Members Present:** Jason Santi, Chairman; Joseph P. Gresko, Fifth District Councilman; David L. Harden, Fourth District Councilman; Wali Kadeem, Third District Councilman

**Members Absent:** Brian Dempsey

**Other Attendees:** Christopher Bandecchi, Community Development Administrator; Catherine Hausmann, Secretary

**2. Review and Approval of Minutes:**

Mr. Santi, asked to review the minutes from the May 11, 2016, meeting. Subcommittee members reviewed the minutes. Hearing no further discussion, Mr. Santi entertained a motion to approve the minutes.

**Upon a motion made by Mr. Gresko, seconded by Mr. Harden, the Subcommittee voted unanimously (3 to 1) in favor of adopting the minutes from the May 11, 2016, meeting.**

**3. 2016 Program Year Update:**

Mr. Bandecchi stated that the Proposed 2016 Annual Action Plan (PY 42) would be submitted by July 15, 2016 with approval within 45 days of submission.

**4. CDBG Budget Status Report:**

Mr. Bandecchi stated that projects dating back to Program Year 36 is still open. There are two open projects older than Program year 39 which are the \$9,000 that was allocated to the Wellness Program via Substantial Amendment, that had additional funds added at the May 2016 meeting. The other project is the Stonybrook storm water drainage project.

Mr. Bandecchi informed the Subcommittee that there were no updates at this time. Mr. Bandecchi stated that the 2015 Review was completed and that the 2016 Review has been started.

**5. Ongoing Project Updates:**

Mr. Bandecchi not project related but was wrapping up the Stratford Housing Authority Capital Fund monies from HUD we are responsible for environmental review for those projects and the 2015 Review was just completed and the 2016 Review is underway.

Mr. Bandecchi stated that the Stonybrook Storm Water Drainage Project 3716 & 3909 – bid advertised July 13, 2016 and BSC was the engineering firm that assisted with the bid. Bid is slated to close on July 1, 2016 at 10:00am and the bid opening will be at 55 Singer Court. They have \$311,000 available in CDBG Funds. Mr. Bandecchi stated they will use about 90% however there is an 85/15 split where they have to do a 15% match. Mr. Bandecchi will ask that they bring all of the information to the Committee for review before making a final decision.

Mr. Bandecchi spoke about the Connecticut Air & Space Center and will be meeting with them the week of July 4<sup>th</sup> for a projects status update. As of today they have expended \$15,300 which is approximately 25% of their grant which is project 3912. This project is to do a historical restoration of the hanger down at the airport.

Mr. Bandecchi stated that the only other open project is the Senior Wellness and once the funds clear, Mr. Bandecchi will be meeting with Diane Puterski at the Senior Center to discuss how the project will move forward.

Mr. Bandecchi spoke about the Catholic Charities initial bid process and that no bids were received. The scope revision was executed and a new bid was sent out. Mr. Bandecchi contacted those that were at the pre-bid walkthrough and the concern was the cost for both houses. The new scope excluded 389 Jackson and we are calling it Phase I. Projects 4009 4108 have \$150,000 plus the \$25,000 match available. The bid closed on Friday June 24, 2016 and was put out through the Town of Stratford Purchasing Department. Three bids were received and Mr. Bonnar, Stratford Purchasing Agent is creating copies of each bid for Mr. Bandecchi to meet with Deborah Smith to review the bids. The three potential firms are the Rockfall Company, FV Construction and Olympus Construction with prices ranging from \$175,000 - \$492,000. The lowest responsible firm will be awarded the project and they will be vetting Rockfall shortly.

Mr. Bandecchi spoke about the Juliet Lowe Park, project 4012 and funding available in 4112 which totals to be \$60,767 and to date \$13,508.59 has been expended on benches and trash receptacles.

Mr. Bandecchi spoke about the sidewalk repair, project 4114 which is totaled at \$54,173.17. A bid will be put out for the \$54,173 because the environmental reviews have not been completed since the funding has not been cleared yet. Mr. Bandecchi will put in the bid package that it will be open and extendable up to 2 years for any additional monies that are received. Once everything is started the company will have 15 days from the date to begin the work and 60 days to complete the project. Once the bids have been received Mr. Bandecchi will bring them to the Subcommittee for approval.

Mr. Bandecchi spoke about the electrical at the Johnson House and the other new projects that have been submitted. One the new Action Plan is submitted then work can be started for the new projects. Every project has two separate thresholds that it needs to go through before work can begin. The first one is the Committed Threshold and an Environmental Review needs to be completed. While waiting for the reviews an MOU will be executed with the Town department that is working on the project or there will be a Sub-recipient agreement executed with the outside firm.

Chairman Santi asked about the Mobi Mats that were to be installed at Short Beach. Mr. Bandecchi stated that it was in Program Year 42 and that an Action Plan is being created for this and project numbers are being created.

Mr. Bandecchi stated that the Consolidated Annual Performance Evaluation Report with is due 90 days after the close of the year is being completed.

Mr. Gresko stated that the permanent boardwalks that were installed at Short Beach only go out so far so that the beach comber can get through and he is worried that when the Mobi Mats are installed that there is a risk of damage. Mr. Gresko also stated that per Pat Patusky at the Recreation Department, 2 new wheelchairs for the beach were delivered as an alternative to the Mobi Mats.

Mr. Kadeem asked Mr. Bandecchi about the funds for the Juliette Lowe Park. Mr. Bandecchi stated that there is 2 years worth of funding available, from PY40 there is \$40,000 and from PY41 there is \$20,767. Of these funds over the past 2 months, \$13,508.59 has been spent.

Mr. Bandecchi spoke about the Stratford United Methodist Church in Program Year 41, they received funding for a handicap lift. The funding had been approved upon a completed review from Mr. Bandecchi and the way that the Federal Regulations have been written, they may not discriminate against religious organizations. \$20,000 approval and the clearances are going trough. Mr. Bandecchi did a walk through and based on this it is apparent that the lift would be used for preschool purposes only. Mr. Bandecchi stated that this program should be approved and will be following up with the United Methodist Church on how they would like to proceed.

Chairman Santi asked Mr. Bandecchi about the status on Clover Park. Mr. Bandecchi stated that they are waiting for the Substantial Amendments to be cleared and once they do an environmental review will be completed and the project can begin.

Chairman Santi asked about the South End Drainage Study. Mr. Bandecchi stated there is the Community Development Block Grant Disaster Relief Funding that is received from the State of Connecticut. Stratford received a \$100,000 Grant for a Coastal Resiliency Study and Mr. Bandecchi believes there is about \$18,000 remaining with the study in its final phase.

## **6. Substantial Amendments:**

Mr. Bandecchi stated that there is a cap on Social Services and the Administration lines and any unused funds is called unliquidated allocations. With an excess dollar amount left in these accounts, it will count against Stratford's cap in the following year. Mr. Bandecchi has identified \$30,000 that will need to be moved from these accounts. Mr. Bandecchi recommends that the

money be split in 3 ways with \$10,000 going to the Access Independence Ramps, Project 4107; \$10,000 going to the Emerge Renovations, Project 4106 and \$10,000 going to the Senior Wellness Park, Project 4116.

Mr. Kadeem made a motion to adopt the Substantial Amendment:

**Upon the motion being seconded by Mr. Gresko, the Subcommittee voted unanimously (4 to 0) in favor of adopting Substantial Amendment.**

**7. Adjournment:**

Mr. Santi, Acting Chairman, entertained a motion to adjourn the meeting.

**Upon a motion made by Mr. Gresko, seconded by Mr. Kadeem, the Subcommittee voted unanimously (4 to 0) in favor of adjourning the meeting of June 28, 2016, at 8:17 p.m.**

Respectfully Submitted,



Catherine Hausmann  
Secretary